



TINTERN  GRAMMAR

GIRLS' JUNIOR PREP HANDBOOK 2022





TINTERN GRAMMAR

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WELCOME TO TINTERN GIRLS' JUNIOR SCHOOL

Welcome to Tintern, we are really grateful that you have chosen to join our school community! Starting Prep is an exciting time for both girls and parents alike, and we aim to support all families on the journey in creating positive life long memories.

For some girls and parents, there may be initial nerves and anxiety about expectations and the many new routines. Please be assured this is totally normal. Our experienced Prep Teacher, Mrs Mary Whitcher is incredibly capable of supporting you and your daughter to ensure a positive transition. This Prep Handbook will provide you with an outline of what to expect in the Prep year, as well as pertinent information for the wider Junior School. If, however there are questions we have not answered for you, please do not hesitate to contact either myself

or Mrs Whitcher who will be happy to assist. As parents, you have an important role in working in partnership with the School. I encourage you to communicate with us openly and respectfully so that together we can address any issues as they arise. School life mimics real life, and whilst we would all like our children's lives to be problem free, this is not generally realistic. In times of challenge, it is important that we use the issue as an opportunity for learning, and support each child and parent to understand what has occurred and how together we can work on a resolution.

Thank you for making the decision to join our School community, I look forward to getting to know you and your family as your daughter progresses through our wonderful Girls' Junior School.

Mrs Allison Prandolini
Head of Girls' Junior School

KEY STAFF



Mr Brad Fry
Principal



Mrs Allison Prandolini
Head of Girls' Junior School



Mrs Mary Whitcher
Prep Teacher 2022

TINTERN GRAMMAR'S AIM

Tintern Grammar provides educational and cultural experiences that offer each student opportunities to:

- develop an enquiring mind;
- find purpose and enjoyment in learning;
- value and appreciate excellence and opportunity; and
- develop personal and professional skills for life in the context of the dynamic and challenging environment of C21 Australia and its global context.

Students are encouraged to strive for:

- academic, creative, spiritual and physical maturity;
- personal excellence of endeavour;
- an ability to relate to others in a positive and affirming manner; and
- self discipline and responsible use of authority.

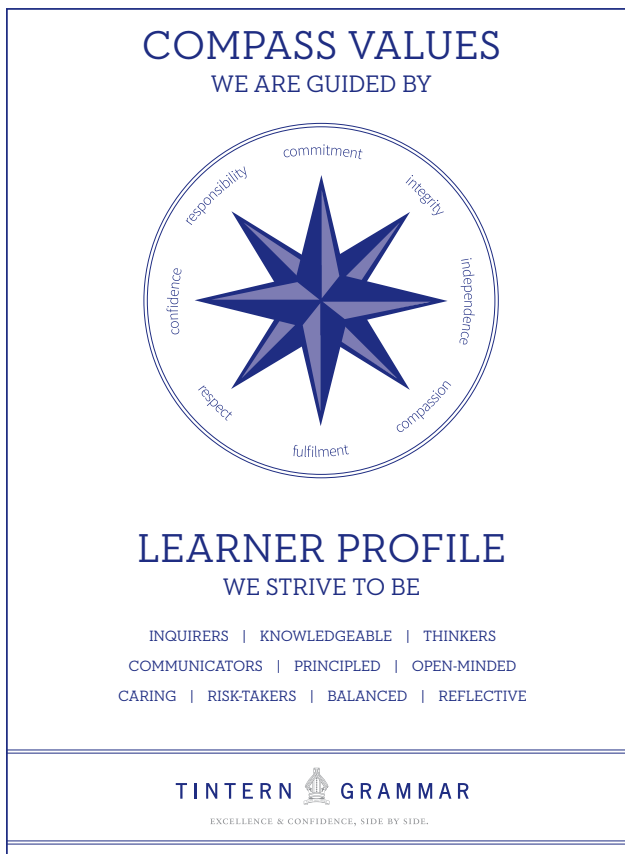
In an environment which engages students, staff and families in co-operation and respect, and in which care, compassion, challenge, fulfilment and commitment are guiding values.

CORE VALUES AT TINTERN GRAMMAR - 'THE COMPASS'

At Tintern Grammar we believe it is important that our boys and girls experience and are taught guiding values that will remain with them for life.

In keeping with Tintern Grammar Board's 2020 vision of ensuring a distinct path for every girl and every boy and ensuring that our students will be more confident, happy, resilient and ready to embrace life, as well as morally grounded and respectful with a generous spirit, this inspirational teaching tool has been adopted across Tintern Grammar.

The development and promotion of each Compass point is a focus each and every day for every Tintern Grammar student. This occurs throughout our programs and is designed to specifically cater for the developmental needs of our boys and girls at each stage of their schooling journey.





PHILOSOPHY - PREP CLASS

First Year at School

A child's first year in a more formal school setting is one of the most momentous in her life. It represents a time when learning takes place in a wider world of other learners and adults.

At Tintern, we believe that this great step can be taken happily if the child is in a warm and secure environment where she is valued as an individual and every success is celebrated.

It is remarkable how quickly most children settle into school and, once this is accomplished, the possibilities exist for enormous intellectual growth, as well as social and physical development.

Our Program

We aim to provide a program that caters for the individual differences in children. We cannot conceal from children the fact that they are all different, that some are ready to read before others or that some can run faster than others. What we can do is to foster in each child a sense of her own worth and an appreciation of the worth of others.

Attitudes towards school and to learning are critically influenced during the Prep year, so we must all strive to see that such attitudes are positive.

Everyone is unique...

The educational journey is already well under way when we receive these young, eager students. Each one comes with her own unique personality and set of experiences. We believe that with close

co-operation between home and school, we can greatly help our children on a journey towards independence, self confidence and instil an enthusiasm for learning.

Beginning school is about learning to co-operate and the development of initiative and independence. It is about making new friends and acquiring new skills. It involves home and school working closely to provide a stable and loving background against which each child can grow and develop.

LITERACY SKILLS AND THE PREP CLASS

The Prep program aims to develop all aspects of language. Speaking, listening, reading and writing skills are developed in a sequential developmental program.

Speaking and listening

Before a child can read she must have confidence in the use of oral language. A great deal of time in this first year is spent talking in small groups and whole class settings while listening to others and learning listening etiquette.

Reading and writing

From using oral language freely, children begin to realise that reading is just 'talking, written down'. Children differ greatly in their readiness to read. Just as they learn to walk at different ages, so they will be ready to read at different times. Reading readiness cannot be forced but all children must be helped towards this point. The most precious educational gift, besides love, that parents can give a child is a rich background in language - promoting



a love of books and stories, shared experiences and conversation.

Reading at home and school

Reading is a highly pleasurable activity and we endeavour to ensure that all our girls are enthusiastic about reading. Very early in the year the children will begin to take home little interest books in their reader covers for you to read with them.

These will be simple and repetitive and many of you will find that your daughter will quickly begin to recognise words. These books are intended to stimulate the child's interest in print and to provide an enjoyable experience.

Individual differences

Children enter the Prep class at a variety of literacy levels and this is expected and catered for. Some children may be working on developing pre-reading and pre-writing skills while others are beginning to read and write with some independence. Regular individual assessments enables the classroom teacher to identify each girl's ability level and progress made.

Writing

From the very first day of school at Tintern, we give the children many writing opportunities. The early attempts at writing, often strings of 'meaningless' symbols or strings of letters, are the beginnings of creative writing and as such are to be highly valued. As the year progresses the girls become more familiar with the correct formation and size

differentiation of each letter, spacing between words, simple punctuation and the increasing use of sight words.

Phonemes (sounds of the letters), spelling and reading

As the child's knowledge of phonics increases, her reading of words comes closer to the conventional form, e.g. 'woz' for was. Words which cannot be 'sounded out' are often written in a very logical but inventive fashion e.g. 'r' for are, 'sanwij' for sandwich.

Sight words are taught to Preps to assist the skills in reading and writing. This in turn helps Prep children gain confidence and interest in this area of their literary development. The two strands of literacy (reading and writing) develop together, and continual practise in one reinforces the other. The child's writing is read through with an adult, and some changes to structure or spelling may be suggested and illustrated so that it can be shared with others. Parents are asked not to teach their children to write their names in upper case letters (e.g. JANE ☐ Jane ☐), as the children are taught to write in lower case letters with the use of uppercase letters at the appropriate time, using Victorian Modern Cursive Script.

MATHEMATICS

The Mathematics Program (The Early Years Numeracy Program) challenges the curiosity, imagination and interest of the children. The program incorporates practical activities involving



concrete materials which relate to familiar and everyday situations. 'Hands on' experiences using counters, place value resources, informal units of measure, shapes and teaching clocks are a vital feature of our numeracy sessions. The concepts taught are inter-related and support one another enabling the children to experience continued success as they increase mathematical understanding.

A strong emphasis is placed on developing your child's ability to talk about the different concepts to which they are introduced to ensure that they have a real understanding of numbers.

Parent support

Parents are encouraged to be involved in such discussions at home. Cooking, measuring, cutting and pasting, weighing and counting games, as well as simple card games, are ideal ways to promote ideas involving Mathematics.

ICT & STEAM

Prep students regularly visit the STEAM (Science, Technology, Engineering, Arts, Mathematics) classroom and participate in a range of STEAM activities with our Specialist Teacher. iPads are used to support classroom learning and as a tool for learning developing in our students 21st century competencies of collaboration, communication and competency.

MUSIC

The Music syllabus for the Prep class draws principally from the Methods of Kodaly and Carl Orff. Simple songs, often with basic accompaniments provided by the students using tuned and non-tuned percussion, are part of a busy program. Such 'games' reinforce the need to keep a steady beat. Through the performance of many songs, the concepts of high-low, soft-loud, fast-slow, become familiar to the students. Dance and Movement are incorporated into many activities, serving to illustrate different levels of pitch, to develop an awareness of beat and rhythm, to develop free rhythmic responses and an awareness of mood in songs and to reinforce tone qualities.

Piano lessons

Private or small group tuition is available for piano (traditional or Suzuki method) for girls from Prep onwards. Information can be obtained at the Junior School Reception.

LIBRARY

Some books are suitable for the girls to read themselves, but most require reading aloud. While children listen to stories their imagination is at work, and in the best children's books they hear language being used in the most positive way. Even more important than the story, reading aloud is a chance to enjoy children's company.



PHYSICAL EDUCATION

The Prep students will be focusing on developing the fundamental motor skills which are the foundation of all physical activity. The skills being taught are: running, jumping, throwing, catching, dodging, leaping, kicking, ball bounce and swimming. These skills will be taught in minor games so that the students enjoy practising these skills. Performing skills with the correct technique will be a major focus. Listening to instructions is another important skill in Physical Education which will be taught. We also have swimming and athletics carnivals to showcase and celebrate the students' abilities.

Perceptual Motor Program (PMP)

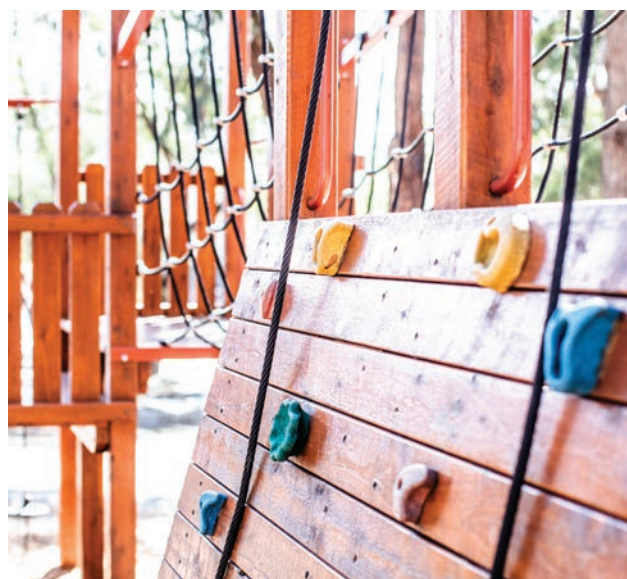
The girls will also be engaged in the Perceptual Motor Program (PMP) once per week which focuses on physical growth and development and the acquisition of healthy attitudes. Spatial awareness: right, left, over, under, in front, behind are introduced with all pieces of apparatus and combinations of same. Parent helpers are warmly welcome to assist in this important developmental program.

ART

The Art Program at the Prep level is designed to give students the opportunity to experience a wide range of materials and to develop and refine their technical and fine motor skills. The Prep students will learn that Art is a means of expressing their ideas and thoughts about the world around them. By exercising their imagination in this context will

also encourage them to apply their creativity and problem solving in the Prep classroom environment. The students will have the occasion to use a variety of media such as oil pastel, paint, dry pastel as well as clay. They will witness and be involved in the process of glazing and firing clay in a kiln. Textiles are introduced at the Prep level and the process of weaving and stitching.

Through the Art Program, it is the intention of the students to become more aware of their surroundings and to gain confidence in themselves and their creative abilities. Art is not to be seen as an isolated subject but as an important and enjoyable component of the child's ongoing school experience.





TIMES FOR THE PREP CLASS

A Day in the Junior School

8.00 – 8.35am	Students are able to arrive from this time. Please arrive by 8.20am at the latest so that your daughter has time to organise her books, bag and blazer before the teaching day begins.
8.35am	Beginning of the teaching day.
9.55 – 10.25am	Recess - students are able to eat their morning snack (and short outside play)
12.55 – 1.05pm	Supervised lunch (usually in the classroom or courtyard area).
1.05pm	Play (outside play - weather permitting)
1.45pm	Lessons.
3.15pm	Prep-Year 2 end of the teaching day. Parents are required to collect all girls in Prep-Year 2 at the end of the school day. Parents are asked to wait outside the entrance to the Colebrook Wing foyer where all girls will be dismissed.
3.30 – 6.00pm	After School Care (optional).
3.15 – 3.30pm	Students who have not been collected by 3.30pm will be placed in the After School Care program which is available until 6.00pm. The appropriate charge will be made.

On days of extreme heat i.e. over 30 degrees Celsius, it is not necessary to bring a blazer.



PREP – YEAR 2 CLASSROOMS

Throughout the year the children enjoy many multi-age activities involving all the Prep-Year 2 students e.g. Easter/Christmas Craft rotations, Dress up days, 100 Days celebration and some excursions. These are fun days which may involve parent participation while the girls are still learning along the way! Parents will receive information regarding this via weekly newsletters.

PARENT INVOLVEMENT IN THE CLASSROOM

We warmly welcome parents to assist at school. Parents often help with activities such as cooking, reading, swimming (helping the girls change) and excursions. Parent helpers will also be asked to assist with the Perceptual Motor Program (PMP). If you have any special skills or interests we would love to hear from you!

WAYS IN WHICH YOU CAN PREPARE YOUR DAUGHTER FOR SCHOOL

We are sure that you have all been preparing your daughter for school but there are a few very practical ways to help.

- Let her practise going to the toilet independently, learning to manage her school dress and washing her hands each time.
- Give her plenty of practise at putting on and taking off her dress, jumper, blazer and her socks and shoes.
- Encourage her to pack up her own toys, hang up

her coat etc.

- Let her practise with school type lunches - sandwiches and drinks in a container. Show her how to undo gladwrap! Practise repacking her lunchbox/bag and replacing it in her school bag.
- Encourage her to bring interesting things from home or something collected on a family outing to share with the other girls for 'Show and Tell.'

HEALTH

All students require an immunisation status certificate prior to beginning at school. This is a legal requirement.

While regular attendance at school in the Prep class is highly desirable, the children of this age group are vulnerable to the usual childhood diseases. They often seem particularly susceptible to colds in their first year at school.

There is no benefit to be derived from school if a child is unwell, and they may be a source of infection to others.

MEDICATION AT SCHOOL

Below are some guidelines to assist you:

- All medication for students in the Junior School is to be administered through the First Aid Service in the Junior School Reception where records of administration are kept.
- The only exclusion to this is Asthma puffers.

- If your daughter has been unwell and requires the final dose of a course of antibiotics prescribed by the doctor, our First Aiders are happy to administer it. However, your daughter must be fit enough after the period of absence to come to school.
- The medicine must be in the bottle prescribed by the doctor with the child's name and dosage on it.
- Please ensure that a signed and dated permission note is given with the medicine, stating the dosage and time to administer the medicine. This is essential - please do not just send the medicine to school.
- It is the parent's responsibility to leave medicine with the Junior School Reception in the morning and to collect the medicine from Reception at the end of the day.

- Medicine should not be left with your daughter. Potentially other students have access to this medicine.
- Students should never administer any form of substance to another student.
- We cannot accept any responsibility for failing to administer medicines. We will always do our best to assist you and your daughter.

We would ask that you ensure that your daughter has plenty of rest, as many young children find their first year at school very tiring. A tired child cannot learn, and occasionally parents find that a day just to catch up on sleep is necessary for some children.

Below, a Health Department table lists the most common infectious diseases and the periods for which a child with such a disease must be excluded from school. We would ask that, for the sake of all of our students, this table be strictly adhered to.

DISEASE/CONDITION	EXCLUSION OF CASES
Conjunctivitis	Until discharge has ceased.
Impetigo	Until sores have fully healed. A child may return if appropriate treatment has begun and exposed surfaces are properly covered with moisture-proof dressings.
Ringworm	Until appropriate treatment has commenced.
Scabies	Until appropriate treatment has commenced.
Lice	Until head is clear of lice and eggs.
Chicken Pox	Until fully recovered or at least 1 week after the eruption first appears.
German Measles	Until at least 5 days from the appearance of rash or until receipt of a medical certificate of recovery from doctor.
Measles	Until at least 5 days from the appearance of rash or until receipt of a medical certificate of recovery from doctor.
Mumps	Until fully recovered.
Diarrhoea or vomiting	Your daughter may return to school 24 hours after the condition has passed.

Where a medical certificate is mentioned above, this means a statement from your doctor indicating that the child has fully recovered and is fit for school is required.



THE CANTEEN

The Canteen operates every day of each school term. An updated Canteen menu is emailed each term. Preps may order lunch from Term 1 onwards.

Lunch orders - Lunches can be ordered via Flexi schools. <https://www.flexischools.com.au/>
Download the app from the App Store or from Google Play. Lunch orders are delivered to the classrooms.

EXTREME WEATHER

On days when it is too wet or too hot to play outside the children remain in the classroom to undertake quiet activities. A teacher supervises activities when children remain inside due to extreme weather conditions.

PRACTICAL TIPS

Arrival in the morning

Please try to arrive at school by 8.25am at the latest. Students are then able to unpack their bags and attend to the daily routine before the day begins. A calm beginning helps ensure a good start to the day. If you arrive after 8.35am the register may have been recorded online and you will need to sign in at the Junior School Reception before entering the classroom.

Absences

Parents are asked to leave a message with the switchboard operator or on the message bank in the Junior School Reception if your daughter is to be absent from school. Please telephone the Junior School Reception prior to 10.00am.

Uniform

Details about the uniform are available in the Junior School Handbook .

Name all items

Please ensure that you name all items including clothing and lunch containers. This is essential as many of the items for each student look identical.

After School Care Program

Details about this program are available in the Junior School Handbook . Bookings are made via Team Kids www.teamkids.com.au

Holiday Program

Holiday Programs are available for part of each holiday period at Tintern. Notification about dates and activities will be given close to each holiday and advertised in the Junior School Newsletter.

Record Book

Each student will receive a School Record Book (a diary) on the first day of school. This book is a vital source of communication and must come to school everyday.



Art smock

Each student needs a named smock. Smocks should be large enough to adequately cover and protect uniforms, especially sleeve areas. These can be purchased from the Uniform Shop.

Physical Education

The girls will have one Physical Education lesson in addition to PMP per week. Prep students are permitted to wear Sports Uniform all day - the class teacher will advise you of the specific PE days. Please refer to the Junior School Handbook for details about the PE uniform.

Spare underwear/socks

A spare pair of underwear and a pair of socks should be kept in the front pocket of each girl's schoolbag.

Sunhats

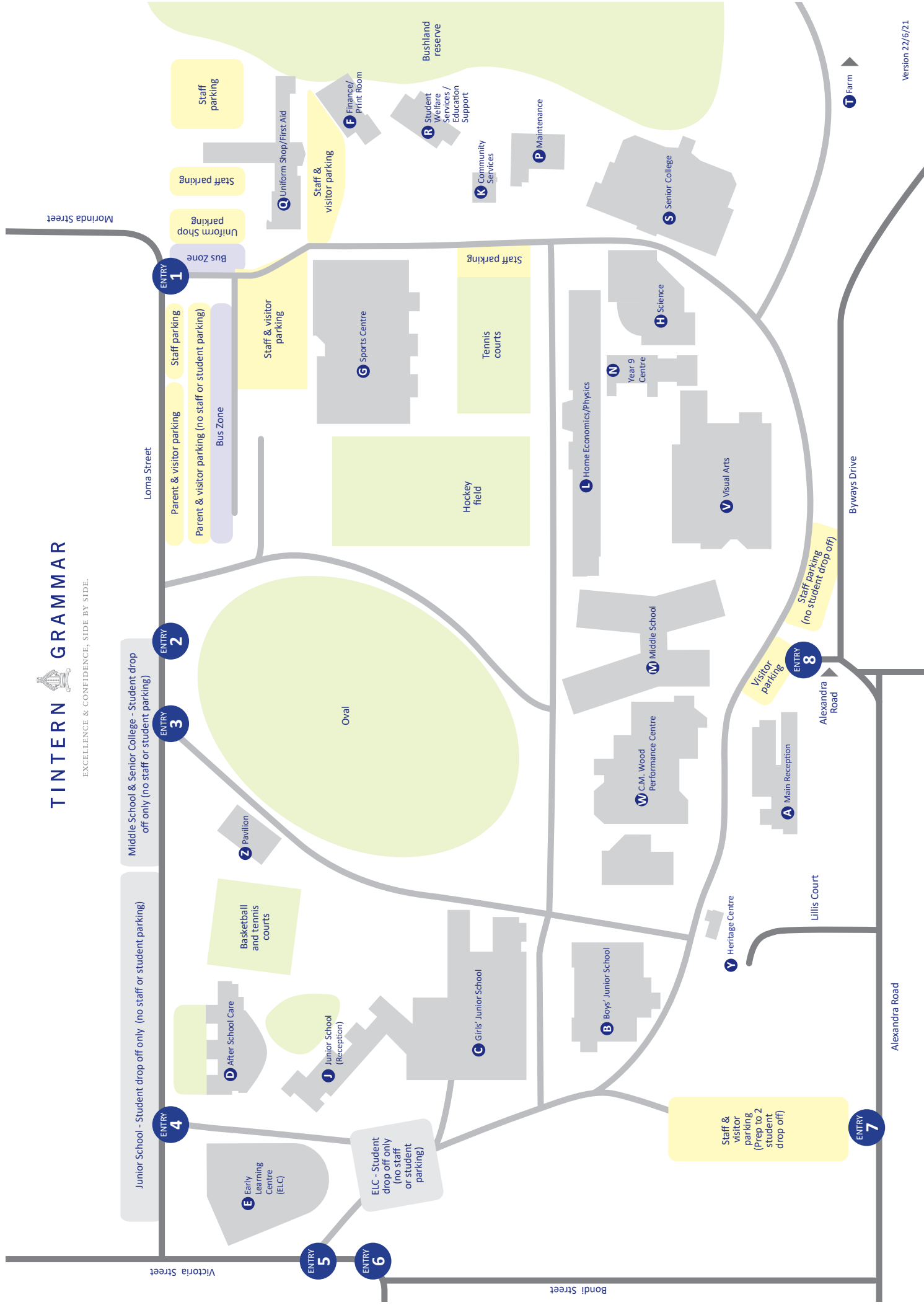
Sunhats are compulsory and during Terms 1 and 4 all Junior School students are required to wear their hats whenever they are outside.

ANY QUESTIONS?

All new parents often have numerous questions about the exciting first few days of the Prep year. Please feel free to telephone the School to ask Mrs Prandolini or Mrs Whitcher any questions you may have.

WELCOME TO TINTERN!

We will endeavour to ensure that you and your daughter's journey is happy, positive and a rewarding one.





TINTERN GRAMMAR

tintern.vic.edu.au

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Office Hours: 8.00am – 4.00pm

Absentee Hotline (03) 9845 7722 (between 8.00 - 9.00am)

Junior School Reception: (03) 9845 7826 Facsimile: (03) 9845 7712

Junior School Reception: juniorschool@tintern.vic.edu.au

Head of Girls' Junior School: aprandolini@tintern.vic.edu.au

Head of Boys' Junior School and Director of Students: akenny@tintern.vic.edu.au